

Takoma Transportation Study

Scope of Work

September 2002

Purpose

The District Department of Transportation (DDOT) proposes to investigate traffic management requirements in the Takoma area of Northwest Washington DC and adjacent Takoma Park, Maryland. These efforts are in response to citizen concerns regarding speeding traffic, traffic congestion and other transportation and traffic safety concerns. The purpose of the study is to examine existing and future traffic conditions in the study area and to determine short-term and long-term traffic management and infrastructure improvements to reduce traffic congestion, especially during peak morning and evening travel hours; improve traffic and pedestrian safety; and protect surrounding residential streets from traffic impacts. The study will address transit needs and bicycle and pedestrian transportation needs in the study area. Finally, the consultants will conduct a study of commercial parking needs in support of a municipal parking facility on the Takoma Park side of Eastern Avenue.

Study Area

The “study area” for this project includes the following area:

Eastern Avenue, NW; Georgia Avenue, NW; Peabody Street, NW; Walnut Avenue; Westmoreland Avenue; Carroll Avenue; Philadelphia Avenue; Piney Branch Avenue.

Definition of Work

The contractor will examine existing and projected traffic conditions in the study area and make recommendations to improve mobility and traffic safety. The contractor will also examine and make recommendations to improve transit, bicycle and pedestrian transportation services in the study area. Over a 20-week period, the contractor will investigate current and future needs regarding vehicle, pedestrian and bicycle mobility, truck movements and safety and work in close coordination with community stakeholders in addressing their traffic and safety concerns.

The contractor shall prepare a proposed study scope of work, project schedule and proposed budget and submit these documents to the DDOT project manager at the end of week #1.

Description of Work to be Performed

Task 1: Scoping Meeting

The contractor shall develop a meaningful community participation process that will consist of at least three series of meetings with community stakeholders in the Takoma study area. The purpose of these meetings shall be to obtain input for development of the traffic management concept designs. The first series of meetings will be held with Advisory Neighborhood Commission 4-B, local community groups and stakeholders to discuss the proposed scope of work and schedule for the traffic study, and receive public comment. The contractor shall conduct three community stakeholder meetings in the

second week of the study. One of these meetings will be held in Takoma Park, Maryland and the aim of these meetings will be to announce the project to the neighborhood, outline the projected timeframe for the study and introduce the contractor to community stakeholders. This meeting will also allow for community input in refining the study scope of work.

The second series of three public meetings will occur after Task 4– Collection and Consolidation of Data and preliminary development of Short Term and Long Term Options. One of the three meetings shall be held in Takoma Park, Maryland. The third series of three public meetings will be held after Task 5 is completed – Draft Report. One of the three meetings shall be held in Takoma Park, Maryland. With the assistance of the Department of Transportation and the Office of Planning, and the City of Takoma Park, DMJM shall develop a project contact/ mailing list of parties within the study area and other interested parties. DMJM shall be responsible for posting study information on the DDOT website and transmitting this information to the City of Takoma Park. Notice of public meetings shall be provided through DDOT’s and the City of Takoma Park’s project websites, as well as through public notices placed in local community newspapers, and through mailings to the study contact/ mailing list. An electronic version of the notice shall be transmitted to the City of Takoma Park for further distribution.

Task #1 to be completed by the end Week 2

Task 2: Collect and Consolidate Data

The contractor will collect data on the following elements:

Existing traffic volumes and level of service for roadway segments within the study area. This includes mapping, aerial photography, historical research and other materials available from the DC Office of Planning, DDDOT Traffic Services Administration and Transportation Planning, City of Takoma Park, Montgomery County Dept. of Public Works and Transportation, Maryland-National Capital Park and Planning Commission, Maryland State Highway Administration, and other District, Maryland and Federal government agencies.

Review traffic information and recommendations included in the Takoma Central District Plan and the City of Takoma Park Master Plan.

Review existing plans for transit, bicycle and pedestrian routes and facilities throughout the study area, such as the Regional Bus Study, studies related to the alignment of the Inner Purple Line, and the bicycle route sections of the applicable master plans.

Field reconnaissance of the study area noting existing land uses, existing roadway geometric and traffic control conditions, traffic flow patterns, transit facilities and services, pedestrian facilities, bicycle facilities (if any), as well as opportunities and constraints pertaining to access from the intersecting side streets and driveways.

Collect land use and transportation information from existing reports on proposed future development projects in both Takoma Park, Maryland and the Takoma neighborhood in the District of Columbia; including number of proposed residences, square footage of commercial and office space, number of proposed parking spaces, and projected vehicle trips per day. The contractor shall utilize existing traffic management plans prepared by project proponents and prepare an analysis of the impact of these various proposed future development projects on the existing transportation infrastructure.

Identify turning motions at key intersections during the morning peak period and the afternoon peak period on typical weekdays. These key intersections should include, ten (10) locations selected from the following list of intersections:

1. Eastern Avenue and Georgia Avenue
2. Eastern Avenue/Blair Road/Georgia Avenue
3. Piney Branch Road and Eastern Avenue
4. Piney Branch Road and Blair Road
5. Blair Road, Cedar Street, Carroll Street and 4th Street
6. Blair Road and Aspen Street
7. Blair and Van Buren
8. Carroll and Eastern Avenue*
9. Piney Branch and Aspen Street
10. Georgia Ave and Aspen Street
11. Butternut and Piney Branch Ave
12. Spring Road and Blair Road
13. Laurel Street and Eastern Avenue*
14. Carroll Street and Cedar Street*
15. Cedar Street and Eastern Avenue*
16. Maple Street and Carroll Street*
17. Philadelphia Avenue and Piney Branch Road (in MD)
18. Carroll Avenue and Philadelphia Avenue (in MD)
19. Carroll Avenue and Laurel Avenue (in MD)*
20. Walnut Avenue and Eastern Avenue*
21. Walnut Avenue and Westermoreland Avenue*

In addition, identify turning motions at key intersections during the Saturday and Sunday 10 am to 2 pm peak period for at least those intersections marked with asterisks above.

Mechanical/continuous vehicle volume, speed and classification survey at two locations within the study area, covering a two-week period.

Travel time and delay studies within the study area, during the weekday morning and afternoon peak periods, as well as during the Saturday and Sunday 10 am - 2 pm peak period.

Generalized origin-destination observations at key portal points.

Parking inventory of existing commercial/institutional and on-street parking and conduct a parking demand study to estimate future commercial/institutional parking needs for the study area.

Queuing observation of traffic along the major corridors of the study area.

Number and type of truck traffic occurring on the major corridors of the study area.

Investigate bus, vehicle, bicycle and pedestrian access to the Takoma Metrorail Station, including current bus queuing practices, and loading and unloading locations and practices.

Investigate bus service throughout the study area, including location of bus stops, bus routes, and general ridership information (WMATA and other Maryland bus services).

Investigate potential traffic impacts of Metropolitan Branch Bicycle Trail alignments through the Takoma neighborhood, especially the potential impact of a bicycle trail on traffic and safety issues at Blair Road, 4th Street, Cedar Street and Carroll Street intersection and at Piney Branch Road and Eastern Avenue.

Prepare a brief report summarizing findings of Task #2.

Task #2 to be completed Week 8

Task 3: Short-term Options

DMJM will analyze the current and projected future vehicular, transit, bicycle and pedestrian traffic conditions and identify short-term options which could be implemented within 12 months to improve mobility, safety and reduce congestion, such as traffic control measures, traffic calming measures, improved signage, signalization, channelization, etc. The contractor shall also provide recommendations to improve transit connections with the Takoma Metrorail system and improve bicycle and pedestrian access through the study area. DMJM shall prepare a brief report summarizing their findings and recommended short-term improvements. As part of this analysis the contractor will calculate the impact of each proposed improvement on mobility, safety, and level of service of the major corridor within the study area. The contractor shall also analyze average delays, queues and travel times along the corridor both with and without the recommended short-term options using a Sychro software-modeling program.

Task #3 to be completed Week 12

Task 4: Long-term Options

DMJM will analyze the current and projected future transportation needs and identify long-term options to improve mobility, safety and reduce congestion, such as intersection modification and other long-term improvements that would take longer than 12 months to implement. DMJM shall also identify methods of improving pedestrian, transit and bicycle connections, including bus loading and unloading at the Takoma Park Metrorail Station and parking needs and pedestrian and bicycle connections to the station. The contractor shall also provide information related to current on street and commercial/institutional parking in the study area, and future commercial/institutional parking needs. The contractor shall prepare a brief report summarizing their findings and recommended long-term improvements. As part of this analysis DMJM will calculate impact of each proposed improvement on mobility, safety, and level of service. DMJM shall also analyze average delays, queues and travel times along the major corridors both with and without the recommended long-term options using a Synchro software-modeling program. DMJM will hold the second series of public meetings, both within the District of Columbia and Takoma Park, Maryland.

Task #4 to be completed Week 12

Task 5: Public Meetings

DMJM will conduct a series of three public meetings to review findings from Tasks #2 and #4 and discuss preliminary recommendations with the ANC 4-B, community groups and other stakeholders in the study area and obtain comments. One of the three community meetings will be held in Takoma Park, Maryland.

Task #5 to be completed Week 16

Task 6: Draft Report

DMJM will prepare a draft report of findings and recommendations regarding traffic and safety improvements from Tasks 2, 3 and 4, including budget estimates and schedules for recommended short and long term improvements, and make 30 copies available to District, Takoma Park, Maryland and Federal agencies, and stakeholder groups.

Task #6 to be completed Week 18

Task 7: Final Report

The contractor shall incorporate comments from the public meetings and District, Takoma Park, Maryland and Federal agencies into a final report, including budget estimates and schedules for recommended short and long term improvements, and make 30 copies available to District, Takoma Park, Maryland and Federal agencies, and stakeholder groups.

Task #7 to be completed Week 20

Task 8: Public Meeting

The contractor will conduct a final series of three public meetings to review the final report with the ANC, community groups and stakeholders. One of the three community meetings will be held in Takoma Park, Maryland.

Task #8 to be completed Week 20

Project Deliverables

- Detailed scope of work and study schedule and project budget.
- Preliminary report on findings and recommended short-term and long-term improvements
- Draft report of short-term and long-term improvements
- Final report of short-term and long-term improvements
- Visual aids including maps or aerial photos of study area as needed
- Monthly progress reports

Coordination

Consultant will work closely with the DPW/DDOT/Traffic Services Administration, the ANC from the neighborhood, other community groups, stakeholders and the DC Office of Planning and the City of Takoma Park, Maryland.

Key Dates/Schedule

Week 2: Conduct a scoping meeting with Advisory Neighborhood Commission 4-B and community groups.

Week 8: Determine existing traffic volumes and level of service for roadway segments within the study area. Identify turning motions at key intersections.

Week 12: Identify short-term improvements to improve mobility, safety and reduce congestion.

Week 14: Draft Report

Week 16: Public Meeting

Week 18/20: Final Report and Public Meeting